

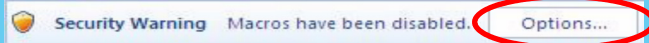


The tool is designed to enable each site to quantify resource needs.

- The tool will incorporate standard task times, workload data
- Instructions for using this tool can be found at the Community

Step 1. Enable macros.

This tool uses macros to perform calculations. To enable macros, click on **Options** in the Message Bar (above)



When the Security Options dialog appears, select **Enable this content**, then click **OK**.

Step 2. Basic instructions for how to use the tool

1. Select your VISN and facility
2. Select a button below to view a report or add a new position.

Step 3. Select your VISN and Facility

VISN

VISN_7

Step 4. Select your desired task

View Staffing Report

View staffing report

View Current Roles

View VA Community Care Roles. You can then select roles t

Go to Homepage

Go to Homepage

VA Community Care Staffing Tool
Test site version - Version 1.0

Execute the new Operating Model.

and leave replacement factors to calculate staffing needs for each site.

position.

Facility

Central Alabama HCS (Montgomery AL) (619)

to view in detail or modify tasks, workload, or time

Tool
n 0.9



	Select_VISN	Role	MC
National	All	All	Select Facility
Region 1	VISN_1	Administrative	VISN_1
Region 2	VISN_2	Clinical-RN	Togus ME (402)
Region 3	VISN_4		White River Juncti
Region 4	VISN_5		Bedford,MA (518)
Region 5	VISN_6		Boston HCS (Bosto
VISN 1	VISN_7		Manchester, NH (6
VISN 2	VISN_8		Northampton, MA
VISN 4	VISN_9		Providence, RI (65
VISN 5	VISN_10		Connecticut HCS (
VISN 6	VISN_12		VISN_2
VISN 7	VISN_15		Bronx, NY (526)
VISN 8	VISN_16		Upstate New York
VISN 9	VISN_17		New Jersey HCS (E
VISN 10	VISN_19		Hudson Valley HC
VISN 12	VISN_20		New York HHS (Br
VISN 15	VISN_21		Northport, NY (63
VISN 16	VISN_22		VISN_4
VISN 17	VISN_23		Wilmington DE (46
VISN 19			Altoona, PA (503)
VISN 20			Butler, PA (529)
VISN 21			Coatesville, PA (54
VISN 22			Erie, PA (562)
VISN 23			Lebanon, PA (595)
VISN 1 Togus ME (402)			Philadelphia, PA (6
VISN 1 White River Junction VT (405)			Pittsburgh HCS (Pi
VISN 1 Bedford,MA (518)			Wilkes-Barre, PA (
VISN 1 Boston HCS (Boston) (523)			VISN_5
VISN 1 Manchester, NH (608)			Maryland HCS (Ba
VISN 1 Northampton, MA (631)			Beckley, WV (517)
VISN 1 Providence, RI (650)			Clarksburg, WV (5
VISN 1 Connecticut HCS (Westhaven) (689)			Huntington, WV (5
VISN 2 Bronx, NY (526)			Martinsburg, WV (

VISN 2 Upstate New York HCS (528)	Washington DC (6
VISN 2 New Jersey HCS (East Orange) (561)	<u>VISN_6</u>
VISN 2 Hudson Valley HCS (Castle Point, Montrose) (620)	Durham, NC (558)
VISN 2 New York HHS (Brooklyn) (630)	Fayetteville, NC (5
VISN 2 Northport, NY (632)	Hampton, VA (590
VISN 4 Wilmington DE (460)	Asheville, NC (637
VISN 4 Altoona, PA (503)	Richmond, VA (65
VISN 4 Butler, PA (529)	Salem, VA (658)
VISN 4 Coatesville, PA (542)	Salisbury, NC (659
VISN 4 Erie, PA (562)	<u>VISN_7</u>
VISN 4 Lebanon, PA (595)	Atlanta, GA (508)
VISN 4 Philadelphia, PA (642)	Augusta, GA (509)
VISN 4 Pittsburgh HCS (Pittsburgh PA) (646)	Birmingham, AL (5
VISN 4 Wilkes-Barre, PA (693)	Charleston, SC (53
VISN 5 Maryland HCS (Baltimore MD) (512)	Columbia, SC (544
VISN 5 Beckley, WV (517)	Dublin, GA (557)
VISN 5 Clarksburg, WV (540)	Central Alabama H
VISN 5 Huntington, WV (581)	Tuscaloosa, AL (67
VISN 5 Martinsburg, WV (613)	<u>VISN_8</u>
VISN 5 Washington DC (688)	Bay Pines,FL (516)
VISN 6 Durham, NC (558)	Miami, FL (546)
VISN 6 Fayetteville, NC (565)	West Palm Beach,
VISN 6 Hampton, VA (590)	N. Florida/S. Geor
VISN 6 Asheville, NC (637)	San Juan, PR (672)
VISN 6 Richmond, VA (652)	Tampa, FL (673)
VISN 6 Salem, VA (658)	Orlando, FL (675)
VISN 6 Salisbury, NC (659)	<u>VISN 9</u>
VISN 7 Atlanta, GA (508)	Lexington, KY (596
VISN 7 Augusta, GA (509)	Louisville, KY (603
VISN 7 Birmingham, AL (521)	Memphis, TN (614
VISN 7 Charleston, SC (534)	Mountain Home, T
VISN 7 Columbia, SC (544)	Tennessee Valley H
VISN 7 Dublin, GA (557)	<u>VISN_10</u>
VISN 7 Central Alabama HCS (Montgomery AL) (619)	Ann Arbor, MI (50
VISN 7 Tuscaloosa, AL (679)	Battle Creek, MI (5
VISN 8 Bay Pines,FL (516)	Chillicothe, OH (53
VISN 8 Miami, FL (546)	Cincinnati, OH (53
VISN 8 West Palm Beach, FL (548)	Cleveland, OH (54
VISN 8 N. Florida/S. Georgia HCS (Gainesville FL) (573)	Dayton, OH (552)

OAWP-000083

VISN 19 Cheyenne WY (442)
VISN 19 Eastern Colorado HCS (Denver CO) (554)
VISN 19 Grand Junction, CO (575)
VISN 19 Muskogee, OK (623)
VISN 19 Oklahoma City, OK (635)
VISN 19 Salt Lake City HCS (Salt Lake City UT) (660)
VISN 19 Sheridan, WY (666)
VISN 20 Alaska VAHSRO (Anchorage AK) (463)
VISN 20 Boise, ID (531)
VISN 20 Portland, OR (648)
VISN 20 Roseburg HCS (Roseburg OR) (653)
VISN 20 Puget Sound HCS (Seattle WA) (663)
VISN 20 Spokane, WA (668)
VISN 20 Walla Walla, WA (687)
VISN 20 White City, OR (692)
VISN 21 Manila, Philippines (358)
VISN 21 VA Pacific Islands HCS (Honolulu HI) (459)
VISN 21 Central California HCS (Fresno CA) (570)
VISN 21 Southern Nevada HCS (Las Vegas NV) (593)
VISN 21 Northern California HCS (Martinez CA) (612)
VISN 21 Palo Alto HCS (Palo Alto CA) (640)
VISN 21 Sierra Nevada HCS (Reno NV) (654)
VISN 21 San Francisco, CA (662)
VISN 22 New Mexico HCS (Albuquerque NM) (501)
VISN 22 Long Beach HCS (Long Beach CA) (600)
VISN 22 Loma Linda, CA (605)
VISN 22 Phoenix, AZ (644)
VISN 22 Northern Arizona HCS (Prescott AZ) (649)
VISN 22 San Diego HCS (San Diego CA) (664)
VISN 22 Southern Arizona HCS (Tucson AZ) (678)
VISN 22 Greater Los Angeles HCS (Los Angeles CA) (691)
VISN 23 Fargo, ND (437)
VISN 23 Sioux Falls SD (438)
VISN 23 Black Hills HCS (Fort Meade SD) (568)
VISN 23 Minneapolis, MN (618)
VISN 23 Central Plains HCS (636)
VISN 23 St. Cloud, MN (656)

Boise, ID (531)
Portland, OR (648)
Roseburg HCS (Ro
Puget Sound HCS (
Spokane, WA (668
Walla Walla, WA (
White City, OR (69
<u>VISN_21</u>
Manila, Philippine
VA Pacific Islands H
Central California H
Southern Nevada H
Northern Californi
Palo Alto HCS (Pal
Sierra Nevada HCS
San Francisco, CA (
<u>VISN_22</u>
New Mexico HCS (
Long Beach HCS (L
Loma Linda, CA (6
Phoenix, AZ (644)
Northern Arizona H
San Diego HCS (Sa
Southern Arizona H
Greater Los Angel
<u>VISN_23</u>
Fargo, ND (437)
Sioux Falls SD (438
Black Hills HCS (Fo
Minneapolis, MN (
Central Plains HCS
St. Cloud, MN (656

% Auth	% Unauth	% MB	Total Claims Worked
	61%	16%	21% 1445634
	63%	10%	25% 201614
	52%	23%	22% 328079
	69%	12%	18% 476165
	60%	18%	19% 264274
	53%	20%	25% 175502

% Auth	% Unauth	% MB	Total Claims Worked
	65%	20%	13% 44983
	55%	10%	33% 15971
	66%	11%	15% 19468
	68%	8%	20% 50827
	41%	36%	23% 15497
	51%	20%	29% 88335
	53%	16%	23% 87730
	52%	28%	18% 136517
	47%	27%	26% 61172
	58%	5%	36% 70365
	48%	18%	33% 53050
	49%	19%	32% 44189
	88%	4%	6% 220336
	54%	15%	30% 97418
	52%	20%	27% 61880
	56%	21%	21% 62286
	63%	17%	19% 65911
	53%	24%	23% 62684
	63%	15%	18% 60773
	44%	21%	35% 52045
	69%	16%	10% 74197

% Auth	% Unauth	% MB	Total Claims Worked
	62%	30%	8% 9953
	62%	19%	18% 3603
	78%	2%	0% 1606
	53%	20%	21% 5942
	74%	15%	11% 5313
	73%	14%	11% 6230
	69%	17%	14% 4801
	60%	19%	20% 7535
	62%	4%	29% 3280
	56%	24%	19% 3527

56%	17%	23%	1898
49%	2%	48%	4152
57%	10%	29%	3114
49%	3%	8%	2547
74%	13%	12%	7700
66%	7%	24%	2294
69%	11%	9%	4157
58%	15%	26%	2770
61%	11%	24%	3517
67%	10%	21%	3705
73%	7%	18%	2109
72%	6%	22%	2845
83%	5%	11%	3297
66%	13%	20%	3793
51%	17%	32%	5161
61%	8%	17%	10059
70%	5%	21%	9767
77%	5%	17%	6574
38%	42%	20%	5443
35%	29%	33%	3804
47%	34%	19%	6250
42%	29%	28%	2938
53%	18%	28%	12013
45%	27%	28%	17759
54%	15%	31%	11756
55%	19%	25%	7873
55%	15%	29%	10086
56%	16%	27%	7991
48%	21%	31%	17919
49%	16%	20%	21010
58%	16%	20%	5506
46%	35%	15%	9951
54%	11%	25%	16113
52%	14%	27%	10321
49%	17%	32%	13114
64%	6%	18%	7727
67%	16%	16%	3988
58%	14%	25%	22500
42%	27%	30%	10403
68%	13%	16%	11695
44%	36%	20%	31840
92%	3%	5%	7572
51%	31%	18%	15382
50%	37%	12%	37125
#VALUE!	#VALUE!	#VALUE!	#VALUE!
49%	24%	26%	7124
41%	25%	34%	4231

56%	15%	29%	9359
40%	32%	28%	10331
41%	45%	14%	10165
49%	21%	30%	19962
69%	7%	24%	8774
68%	5%	27%	11373
56%	4%	40%	25810
60%	5%	32%	12160
46%	5%	47%	12248
50%	19%	30%	9005
46%	25%	26%	5505
44%	16%	41%	8246
26%	19%	54%	7317
45%	24%	29%	8904
64%	11%	24%	8924
66%	9%	24%	5149
46%	23%	31%	8152
49%	17%	34%	4825
40%	26%	33%	6494
53%	24%	22%	4666
42%	19%	38%	7505
59%	14%	26%	4100
56%	13%	31%	8447
59%	9%	26%	9215
65%	17%	18%	8845
40%	27%	29%	4138
35%	12%	24%	5129
97%	1%	2%	177094
47%	14%	14%	5100
45%	21%	35%	10815
55%	15%	29%	6634
52%	14%	33%	12829
54%	10%	35%	8756
57%	18%	24%	18362
56%	13%	31%	7895
49%	17%	35%	5701
49%	24%	28%	9523
55%	17%	28%	14788
48%	10%	41%	7378
66%	12%	22%	5552
44%	20%	36%	22673
53%	28%	15%	7847
46%	18%	35%	17199
74%	18%	7%	14161
53%	22%	23%	9125
75%	7%	18%	3635
63%	14%	22%	5182

FTEE Ceiling Nurses GS 1-2 yrs yrs yrs

FTEE Ceiling	Nurses	GS 1-2 yrs	GS 3-14 yr	GS 15+ yrs	Unproduct	Average si	Task 1 Des	Task 1 Tim
	18	16	0	0	0	2	7.5	Perform cc 3.03333

	1	2	3	4	5	6	7	8	9
Perform continued stay re	3.03333	Yearly	2138	Clinical info	2138	108.08778	0.11050	0.12155	
Complete clinical reviews	4.63333	Monthly	2915	0	34980	701.23333	2.76147	3.03761	
Communicate patient educ	6.25	Monthly	2915	0	34980	3643.75	3.72500	4.09750	
Review estimates for accu	1.93333	Monthly	2915	0	34980	127.13333	1.15227	1.26749	
Coordinate additional info	4.9	Monthly	2186	0	26232	2142.28	2.19005	2.40906	
Discontinue consult	2.75	Monthly	558	Consult Tr	6696	306.9	0.31374	0.34512	
Serve as primary POC for a	4.63333	Yearly	25041	The numb	25041	933.72167	1.97684	2.17453	
Complete initial screening	0	Monthly	2186	0	26232	0	0	0	
Develop individualized pla	0	Monthly	2186	0	26232	0	0	0	
Provide appropriate level c	0	Monthly	2915	0	34980	0	0	0	
Enter information into Car	0	Monthly	2186	0	26232	0	0	0	
Communicate status/outco	0	Monthly	2186	0	26232	0	0	0	
Entry of HN note	2.36667	Yearly	2138	Cinical Infr	2138	84.33222	0.08621	0.09483	
Clinical tracking in FBCS	6.46667	Monthly	139	0	1668	179.77333	0.18378	0.20216	
Manage SARs requests	5.66667	Yearly	25632	0	25632	2420.8	1.39447	1.53392	
0	0	Yearly	0	0	0	0	0	0	
0	0	Yearly	0	0	0	0	0	0	
0	0	Yearly	0	0	0	0	0	0	
0	0	Yearly	0	0	0	0	0	0	
0	0	Yearly	0	0	0	0	0	0	
0	0	Yearly	0	0	0	0	0	0	
0	0	Yearly	0	0	0	0	0	0	
0	0	Yearly	0	0	0	0	0	0	
0	0	Yearly	0	0	0	0	0	0	
0	0	Yearly	0	0	0	0	0	0	

0	0Yearly	0	0	0	0	0	0
0	0Yearly	0	0	0	0	0	0
0	0Yearly	0	0	0	0	0	0
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0	0Yearly	0	0	0	0	0	0
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0	0Yearly	0	0	0	0	0	0
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0	0Yearly	0	0	0	0	0	0
0	0Yearly	0	0	0	0	0	0
0	0Yearly	0	0	0	0	0	0
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0	0Yearly	0	0	0	0	0	0
0	0Yearly	0	0	0	0	0	0
0	0Yearly	0	0	0	0	0	0
0	0Yearly	0	0	0	0	0	0
0	0Yearly	0	0	0	0	0	0
0	0Yearly	0	0	0	0	0	0
0	0	0	0	0	0	0	0

3/15/2017

Other (use description)

Extended leave expected

These cells are used to populate
the lists of tasks and to exclude
tasks that have already been used.

This area may be empty if all tasks
have already been selected, but
do not change any of these formulas.

Extended leave expected



Extended leave expected

Task 1 Freq	Task 1 Occ	Task 1 Mis	Task 1 (b)(6) sk 1 Tot	Task 1 Req	Task 1 10% Required FTEE
Yearly	2138	Clinical info	2138108.08778	0.11050	0.12155Complete (4.63333Monthly

0	0Yearly	0	0	0	0	0	0
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